w/1/4/92

FEDERAL CITY PERFORMING ARTS ASSOCIATION
BOARD OF DIRECTORS MEETING
Friday, November 22, 1991
Levine School of Music

MINUTES

Present:	Directors:	Brayton, Dorr, Gibb, Henderson, Kranick, Madigan, McClelland, Moore, Rogers, Shaw, Streit.
Absent:		Padgett (no proxy assigned), Resnick (proxy assigned to Brayton)
	Staff:	Holloway, Skillman
	Guest:	Bishop

The meeting was called to order at 7:30 p.m., Vice President Brayton presiding.

SECRETARY'S REPORT:

Minutes of the meeting of 10/18/91 were presented. Motion to approve as presented. McClelland, second by Shaw. Accepted. Minutes of the special meeting of 10/20/91 were presented. Motion to approve as presented. Shaw, second by McClelland. Accepted.

PRESIDENTS REPORT:

In his absence, Brayton distributed a written report from President Resnick.

Brayton added a personal note of thanks to the two new board members and their willingness to join the board.

TREASURERS REPORT:

McClelland reviewed the financials for the end of the fourth month. He noted that with figures up to the date of the meeting (11/22/91) there was a $2,524 gain. He expressed concern about the slowness of season ticket sales and the limited response from the season brochure. He noted that there were only 86 households that had replied and of those, 30 were from the Capital Club. Regarding advertising sales, the budget provides for $18,400, yet only $4,827 had been sold as of 11/22.
Regarding dues, McClelland noted that there is $3,596.24 still owed in dues and other charges from members. At this point, Steve Bishop asked to have the floor and spoke to the Board about his role in the early efforts to get the publicity and advertising organized. Various members expressed support to Bishop and encouraged him to continue to be involved in the Chorus as whatever level seems appropriate.

Motion to accept Treasurer's report. Dorr, second by Streit. Accepted.

MUSICAL DIRECTOR'S REPORT:

Holloway reported on preliminary discussions with PFLAG and Turtle Creek Chorale regarding a concert in October, 1992. This would be a part of a week-end display of the quilt. They have been turned down at National Cathedral. There seems to be some role for GMCW at this point, but details are very sketchy. Things are moving ahead for the holiday concert. Holloway expects to have 99 singers performing.

MEMBERSHIP COMMITTEE:

Streit presented the latest version of the new Requirements for Membership document. The committee has worked long on this latest version. There were several minor suggestions made during the discussion.

The Annual Meeting will begin at 5:30 p.m. on Sunday, January 5, 1992, at New York Avenue Presbyterian. Streit will make the minor changes and the revision will be distributed to the membership at the rehearsal on 12/1/91.

Board members thanked Streit and his committee for the time and care that went in to making up this new document. Kranick asked about the status of the new member handbook. Streit reported that it is his understanding that Darrell Lewis is working on it and Streit expects something after the first of the year

MOTION To accept the proposal as corrected with distribution to the membership on 12/1/91. Kranick. Second: Henderson. Accepted.

Streit reported that the after concert party is set for the Holiday Inn Crowne Plaza. There will be a D.J. The party will run from 10:30 to 1:00. Guests will be $8.00 at the door and the audiences from all three nights will be invited.

PRODUCTION:

Rogers reported on the status of the contract for taping the holiday concert. Rogers reported that DC Cable has expressed interest in running a video of both last year's and this year's holiday concerts. Dorr pointed out that the agreement at the last meeting was that the holiday concert was to be audio only. The general sense was that it was too complicated to get the permissions necessary to show the 1990 holiday concert this year.

Regarding the taping of the holiday concert, Holloway indicated a preference for having two nights taped as a back-up in order to guarantee a usable tape for grant proposals, etc. He indicated that he would be willing to take the risk of taping one night as a cost reduction factor. There was some concern expressed about the delay in getting previous tapes from VSE. Moore suggested

that we include in the contract a not to exceed clause regarding the number of hours of editing time we will buy.

Motion: That a written contract we drawn up with VSE Productions in which GMCW only audio tape the Saturday holiday concert with a not to exceed of three hours of editing, with delivery of the master Tape six weeks following the concert with the total cost not to exceed $600. The written contract will be presented to the Executive Committee within the week. Motion: Dorr, second: Gibb Accepted.

Regarding the request from DC Cable to show the July concert and 1990 holiday concert video tapes, Holloway pointed out that we need to begin by satisfying the Harry Fox requirements. Kranick agreed to pursue the matter.

COMMITTEE ON BOARD REORGANIZATION

Shaw reported that they have 14 responses to their survey sent to GALA choruses and more are coming. They will meet next Wednesday. The January target date for their report still looks possible.

FUND-RAISING COMMITTEE

Gibb initiated a postmortem of the benefit performance of THE WOMEN. Skillman submitted a written report on the project. While there was initial enthusiasm in September, as the fall progressed it was harder to keep that enthusiasm. Publicity was minimal. We have had several fund-raising projects this fall which has stretched energies. Holloway suggested that it was really a marketing issue. Skillman expressed interest in meeting with the Executive Committee to review his priorities and goals. McClelland raised concerns about the relationship to the Mail House and what is happening to our mailing list.

Gibb summed up the issue by pointing out that while we lost money, we needed to learn some lessons vis-a-vis optimism and commitment. He noted that it is the same people who seem to be doing all the fund raising work. He expressed a concern that there may not be a sense of ownership of a financial commitment to the organization. Board members need to look at their own commitment to the financial stability of the organization and have to take responsibility for "working the crowd" at rehearsals and working to keep motivation up.

Brayton noted that this is "our" organization and that we need to convince everyone that we are in this together.

Moore expressed concern that not enough appreciation is shown to the Capital Club. He wondered what happened to Doug Mitchell's project of sending thank-you notes from individual chorus members. He asked what kind of acknowledgements have been sent

to Capital Club. In the past the letter went from the President and Musical Director. He stressed that we need to get acknowledgements going.

Madigan noted that the board has spoken of symptoms. He pointed out two issues: (1) high tech: we have no tracking process for projects, and (2) high touch: we need to ask people to do something...they aren't feeling plugged in. Gibb concluded: People have to be asked. We have learned a lot.

Motion to adjourn: Kranick. Second: Rogers. Passed.
Meeting adjourned at 10:26 p.m.
Next Meeting: Friday, January 17, 1992, 7:30 p.m.
Site to be determined.

Submitted by: Richard A. Dorr
FCPAA Secretary
December 15. 1991